THE BLUE LETTER



333 James E. Bohanan Drive • Vandalia, OH 45377 • (937) 898-5891

April 29, 2022

Honorable Mayor Herbst & Esteemed City Councilmembers:

Please note that <u>Study Session will begin at 5:30 pm</u> followed by the regular City Council Meeting at 7:00 pm on Monday, May 2, 2022. Our spring retreat will be held at Shen's at 4:00 pm on May 9, 2022. I will work to provide you materials for the retreat on Tuesday or Wednesday.

Voicemail: Please take a moment to listen to the attached voicemail. Police Officer Brittany Blackford was investigating a complaint and was complimented for leaving a great impression with the resident and her son. As public servants, everyday we have a chance to do small things in great ways. This type of service is part of the Vandalia brand.

Culver's Ribbon Cutting: On Monday, May 2nd, at 10:00 am there will be a ribbon cutting ceremony at Culver's Restaurant located at 6425 Miller Ln, Dayton, OH 45414. You are encouraged to attend if you are able.

National Day of Prayer will be held on Thursday, May 5th at First Light Church (140 Elva Ct.) with breakfast served at 8:30 am followed by a prayer service at 9:15 am.

Welcome Firefighter Jacob Walters! After a competitive recruitment, I am excited to welcome Mr. Jacob Walters to the full-time ranks. As a part-time Firefighter, Mr. Walters has already received two letters of citation at the City of Vandalia and is currently in paramedic school. He is also a musician. Mr. Walters is one of two full-time firefighters who expected to come on board. The other candidate's swear-in has been delayed simply because the City is awaiting final paperwork from a third party.

Welcome Electrical Inspector Robert Martin! I am excited to announce that Mr. Robert Martin will be joining our team on May 2, 2022. I will introduce him at our meeting on Monday. Mr. Martin was most recently the Manager of Building Regulations for Montgomery County. He has several decades of experience, holds extensive credentialing as both an electrical inspector and building official.

Community Paint Day – May 14: As part of our first public mural, we are holding a Community Paint Day from 10 am -1 pm on May 14. All are welcome to help us paint! I have enclosed a flier with the specifics. ACM Holloway won a \$4,250 grant to make this project possible. Montgomery County Arts and



Culture District is the funder and Culture Works is the administrator of the grant. This project is part of the City's *Vibrant* policy goal.

Public Relations & Coalition Building: Last week was huge! I met with Mr. Erik Collins, Montgomery County Community and Economic Development Director, to talk about our exciting downtown, planning, and commercial developments. He also helped to give me some context about historical development in Vandalia, around the airport and greater Montgomery County. I had the pleasure of meeting Mr. Dave Arnold, our Board of Zoning Appeals Chair, for lunch. We could have spoken for days about the immense potential of our town, development ideas, how to leverage our brand, and initiatives that are coming down the pike. Similarly, I met with Mr. Kevin Larger and we worked through some great ideas.

Grocery: At Mayor Herbst's direction, I met with Mr. Kenny Baumgartner regarding his desire to open a grocery store in Vandalia. Mr. Baumgartner is a former employee of the Vandalia Kroger and is resident of Huber Heights. In our meeting, we discussed the components of a typical business plan, his efforts to raise capital, the City's permitting processes, the need for professionally designed drawings, his departure from Kroger, and his love for produce. We agreed to continue working together and he advised me that he will update me as his business plan develops. As a side note, the City has recently worked with a well-known local developer to pitch Aldi on a site in town. I will update you when or if Aldi responds to the submission.

Revenue Generating: On Tuesday, I received an email from Congressman Turner's office stating that they will be submitting on the City's behalf for \$1.33 million in Community Project Funding for Fiscal Year 2023! This is not a sure thing, but it is a huge step. I am appreciative of the Congressman Turner and the region's recognition regarding the need to mitigate the negative effects of commercial truck traffic through commonsense traffic engineering. At the Congressman's request, I turned the application around by 10 am on Thursday. Mr. Mike Dittoe, the High Bridge Co. team, and Montgomery County Engineer Paul Gruner have been instrumental in this process. If successful, the funds will be used for right of way acquisition along the Lightner – Dixie Dr. – Northwoods corridor to hasten the buildout time for the Dayton International Airport Northeast Logistics Access project (ring road). As there are no less than 10 projects that are underway or planned, it is good that the City has built a coalition to improve the roadways so that trucks on the north and northwest sides of the airport will go around, rather than through town.

More Revenue Generating: As a team, we are working to stretch taxpayer dollars by pursuing grant and outside funding. On Thursday, Director Clark and I held a teleconference with Dr. Pamela Combs of the Montgomery County Board of Developmental Disability Services. As a team, we discussed how we can pursue our missions by jointly applying for grants to benefit Robinette Park. Given the timeline and foresight of the City, Dr. Combs believed that MC Board of DD would likely be able to program a local contribution (possibly to match the City's) into their 2023 budget as well. You will recall that Director Clark recently obtained a \$100,000 Community Development Block Grant for playground updates at Helke Park.

Finance Administration Policy 3-9 on Electronic Time Keeping: I have enclosed a formalized policy and acknowledgement form that will be disseminated to employees and added to the City Personnel Policy



and Procedures Manual. This policy mostly documents and explains current guidelines and requirements under the Fair Labor Standards Act. This year, our team will be working to convert citywide policies into a standard format, naming convention (e.g., 1-x, General Administration; 2-x, Human Resources Administration; 3-x, Finance Administration; 4-x Information Technology Administration).

Good News: Here's a great example of when trained Police Officers arrive on scene and take control of a situation. On April 24, 2022, Officers Brazel, Bryson, Clymer, and Matlock responded to Helke Park on a report of a fight involving a firearm being displayed. All crews responded to the area and were able to secure multiple individuals as they left the scene in vehicles. Through a complete and detailed investigation, crews were able to identify all parties involved. During the investigation, a loaded firearm and fanny pack containing narcotics were in the bushes, which was dumped by a suspect. This area of the park is highly traveled by citizens and elementary aged children. One juvenile admitted to the firearm and narcotics and was charged. None of the suspects were Vandalia residents. Great work team!



Arbor Day! Congrats to the team on another great Arbor Day celebration! Pictured: Maintenance Technicians Andrew Christian and Dan Morrow and Mayor Herbst help Helke Elementary School Students plant a Hackberry Tree at Helke Park.



Memorandum – Environmental Protection Agency (EPA) on Accelerating Nutrient Pollution Reductions in the Nation's Waters: I have enclosed a memorandum from EPA Assistant Administrator Radhika Fox. Tri-Cities (TCA) General Manager Danny Knife recently shared this with our board. In the memorandum, it states that the EPA will, "Utilize the EPA's Clean Water Act authorities to drive progress, innovation, and collaboration." For several years, wastewater utility providers have been anticipating phosphorus and other limits to address nutrient pollution. Many plants, including the TCA plant are unlikely to meet thresholds without upgrades. TCA is currently working with engineers to address needs relating to capacity and anticipated future regulations. Phase-in of new regulations will occur with ample notice. As the regulations become clear, the team will work to obtain outside funding for infrastructure improvements at every opportunity.

Survey - Parks & Recreation Master Plan: The Parks & Recreation Master Plan survey is being mailed in May. 2,500 homes were randomly selected to participate, and the survey is being managed in a scientific way that will ensure that the City is able to use statistically valid information that is not subject to sampling error or bias. This is part of Council's *Trust and Confidence* Policy Goal and will empower the City use data to drive strategic considerations over the next ten years. I have enclosed a flier. Information about the survey will also appear in the Dayton Daily News in May. In May and June, an





online survey will be available as well. All users of the parks system (residents and non-residents) are encouraged to fill out the online survey.

Department Updates: To make sure that we are maintaining open and transparent lines of communication that build trust and confidence, I am going to have our directors give general updates over the next few months. The purpose of these updates is to provide a broad overview of each major service area, to share success, to discuss challenges, and to ensure open dialogue ahead of our 2023 budget process. On Monday at the Study Session, Chief Follick will give an update on the Division of Fire. I have enclosed his presentation.

Resident Academy: This semester, Wright State University Master of Public Administration students have been working to help the City develop its first Resident Academy. On Monday at the Study Session, the team will present their findings and give recommendations regarding best practices. I plan to use this information to launch the resident academy from late 2022 to early 2023. The presentation is enclosed.

Proclamation: On Monday, Mayor Herbst will give a proclamation for the 100th anniversary of State Farm Insurance, which is June 7, 2022.

Study Session

Monday, May 2, 2022 Items

- 1. Verify items on the agenda.
- 2. Ordinance 22-16: Fireworks Display In 2021, Ohio passed House Bill 172 into law, despite objections raised by Law Enforcement, Fire Departments, pet advocates, and burn injury prevention advocates. The new state law will go into effect on July 1, 2022, and will make displaying fireworks legal on certain recognized holidays and/or celebrations. Where manufacturing and setting off fireworks was previously prevented in Ohio Revised Code, now local jurisdictions must determine what is right for their individual communities.

To better ensure the safety and stability of the City of Vandalia and its residents, I recommend passage of the Ordinance 22-16 and 22-17. Together, these ordinances will limit fireworks displays in town to professionals who are licensed. The ordinance excludes any prohibition of wire sparklers, novelties or trick noisemakers; and includes a prohibition of manufacturing, wholesale, and setting off (displaying) of class 1.3G explosives (formerly Class B special fireworks, display fireworks) and 1.4G explosives (formerly Class C common consumer fireworks intended for use by the general public) within the municipal corporate limits. This is the current status in town, and I do not believe the prohibition unreasonably impinges on individual liberties and freedoms.

3. Ordinance 22-17: Fireworks - Planning- This is a City-initiated text amendment to the City's Planning & Zoning Code to prohibit the manufacturing and wholesaling of both 1.3G explosives and 1.4G explosives, and to prohibit the retail sales of 1.3G explosives and 1.4G explosives (excluding novelties, trick noise makers, and wire sparklers) within the City of Vandalia. The Planning Commission voted 3-0 to recommend approval of this request.

Monday, May 16, 2022 Items



- 1. Ordinance: Rezoning Gateway Business to Highway Business/3324 Benchwood Road Enclosed is a memorandum from Ms. Holloway addressing a City-initiated proposal to rezone Stonequarry Crossings, being that which lies generally west of Peters Pike between West National Road and Stonequarry Road, from Planned Unit Development ((PUD) to Office/Industrial Park (O/IP) and Public Facilities (PF). The proposed rezoning area consists of approximately 163 total acres of which 32.8 is proposed to be rezoned to Public Facilities and 130.2 is proposed to be rezoned to Office/Industrial Park. The Planning Commission voted 3-0 to recommend approval of this request.
- 2. Ordinance: Note LAN The Land Acquisition Note issued for the acquisition of land for the Stonequarry Crossing development matures on July 28, 2022. The total amount due is \$1,399,000 in principal plus interest. The maturity date on the new note (\$1,399,000) will be in July of 2023. The debt is scheduled to be paid in full in 2036.
- 3. Ordinance: Note BAN The Fire Engine 2016 Bond Anticipation Note issued for a fire engine matures on August 25, 2022. This note was combined with the Fire Ladder Truck 2021 BAN in order to save on the costs of issuance. The total remaining amount due on the note is \$1,740,000 (Fire Engine \$240,000; Fire Ladder Truck \$1,500,000) plus interest. The amount of the principal payment for the Fire Engine is \$48,000, and \$263,259.34 for the Fire Ladder Truck. The 2022 budget includes a pay down amount of \$48,000 on the outstanding principal due for the Fire Engine, and \$150,000 for the Fire Ladder Truck, plus an interest payment of \$17,400. The difference of the amount budgeted for the pay down on the Fire Ladder Truck (\$150,000) and the actual payment (\$263,259.34) is the amount of the original note (\$1,500,000) less the final actual costs of the Fire Ladder Truck and equipment (\$1,236,740.66). The maturity on the new note (Fire Engine \$192,000; Fire Ladder Truck \$1,236,740.66) will be in August of 2023. The debt on the Fire Engine is scheduled to be paid in full in 2026, and year 2031 for the Fire Ladder Truck.
- 4. Resolution: Engineering for Traffic Signal Northwoods Blvd. and I 75 Southbound Ramps With Council's permission, I would like for the City and ODOT to partner in the installation of a traffic signal at the intersection of Northwoods Boulevard and I-75 at the southbound ramps. The City partnered with ODOT in a similar project at the northbound ramps back in 2014-15. At that time, the southbound ramps did not meet the requirements that warrant a signal. The City recently conducted a warrant analysis study after hearing concerns from several businesspeople in the area. The analysis showed that a traffic signal is now warranted at this intersection. The study was approved by ODOT confirming the need for the addition of a traffic signal at this location. The addition of this signal is in line with City Policy Goals to keep our travelers Safe and Secure and to Enhance our Infrastructure.

We have received a proposal from Choice One Engineering to provide the engineering and prepare the construction plans for the new signal at Northwoods Boulevard and the I-75 southbound ramps. Similar to the previous signal project, the City will fund the design work and ODOT will fund the majority if not all of the construction costs. ODOT will also bid the project and manage the construction. For the project in 2015, the City was responsible for approximately 15% of the total cost including engineering. With Council's approval, Choice One will perform the design as they provided the warrant analysis, prepared the plans for the previous signal and are very familiar with the intersection.



After construction, the signal will become property of ODOT, and they will be responsible for all maintenance and the cost of utilities to power the signal.

In consideration of the foregoing, I recommend that the City waive formal bidding and enter into an agreement with Choice One Engineering for the engineering and preparation of construction drawings for a new Traffic Signal at Northwoods Boulevard and the I-75 southbound ramps at their submitted cost of \$35,600.00.

5. **Resolution - Financial Contributions to the Historical Society of Vandalia Butler:** \$15,000 is appropriated in Council's budget for an annual donation to the Historical Society of Vandalia-Butler for maintenance projects and to include the cost of an annual Business/Organization membership. It is necessary for Council to take formal action to authorize said donation.

Discussion Items

1. Pavement Marking Bids - The City of Vandalia for the past three years has participated in the Miami Valley Communications Council's Cooperative bidding program for the installation of pavement markings. Approximately 15 jurisdictions participate in the program. It is more optimal to outsource this work rather than perform it in-house. Over the past two years, the City submitted smaller quantities that were less than \$10,000 worth of work and submitted a larger project this year to catch up. If approved, this project will be coordinated with the resurfacing project where the markings are included in those bids.

Based on the bid tabulation in the packet, I am recommending authorizing A & A Safety to perform this year's Pavement Markings at their submitted bid of \$12,455.09. Council appropriated \$15,000 in the operating cost of the Street Fund for this work.

2. **60-Day Calendar -** The calendar is included in your packets for your review.

Monday, May 2, 2022 Council Meeting

Ordinances - First Reading

1. Ordinance 22-16: Fireworks - Display — In 2021, Ohio passed House Bill 172 into law, despite objections raised by Law Enforcement, Fire Departments, pet advocates, and burn injury prevention advocates. The new state law will go into effect on July 1, 2022 and will make displaying fireworks legal on certain recognized holidays and/or celebrations. Where manufacturing and setting off fireworks was previously prevented in Ohio Revised Code, now local jurisdictions must determine what is right for their individual communities.

To better ensure the safety and stability of the City of Vandalia and its residents, I recommend passage of the Ordinance 22-16 and 22-17. Together, these ordinances will limit fireworks displays in town to professionals who are licensed. The ordinance excludes any prohibition of wire sparklers, novelties or trick noisemakers; and includes a prohibition of manufacturing, wholesale, and setting off (displaying) of class 1.3G explosives (formerly Class B special fireworks, display fireworks) and 1.4G explosives (formerly Class C common consumer fireworks intended for use by the general public) within the



municipal corporate limits. This is the current status in town, and I do not believe the prohibition unreasonably impinges on individual liberties and freedoms.

- 2. Ordinance 22-17: Fireworks Planning Enclosed is a memorandum from Ms. Holloway addressing a City-initiated text amendment to the City's Planning & Zoning Code to prohibit the manufacturing and wholesaling of both 1.3G and 1.4G fireworks, and to prohibit the retail sales of 1.3G and 1.4G fireworks (excluding novelties, trick noise makers, and wire sparklers) within the City of Vandalia. The Planning Commission voted 3-0 to recommend approval of this request.
- 3. Ordinance 22-18: Rezoning Gateway Business to Highway Business/3324 Benchwood Road Enclosed is a memorandum from Ms. Holloway wherein the Applicant, RVP Engineering, LLC, on behalf of EROP has submitted an application requesting a rezoning of the property located at 3324 Benchwood Road from Gateway Business (GB) to Highway Business (HB). The purpose of this request is to allow for the construction of an automatic express carwash. The Planning Commission voted 3-o to recommend denial of the proposed amendment to the City's Zoning Map.

Ordinances - Second Reading

1. Ordinance 22-15: An Ordinance Amending The Vandalia Zoning Code And Map То Include The Vandalia City Center Vandalia Citv Council authorized staff to initiate an application for a zoning map and text amendment. The proposed zoning code amendment is for the purpose of creating a new Overlay District, Vandalia City Center Overlay (VCCO), which includes its purpose, proposed location, uses, development standards, and other applicability to existing regulations. The Planning Commission voted 5-o to recommend approval the proposed amendments to the City's Zoning Code and Zoning Map.

What's next for the proposed Vandalia City Center Overlay?

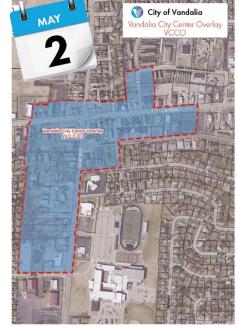
The Vandalia City Center Overlay (VCCO) is a proposed change to the City's zoning map that would serve to guide future development and redevelopment. The establishment of an overlay district is an initial step in the 2020 Vision Vandalia Comprehensive Plan.

The 2020 Vision Vandalia Plan re-imagines Downtown Vandalia along Dixie Drive as a mixed-use district of retail, restaurants, office, open space, with a variety of housing options and interconnected spaces for gathering.

If you own a property inside the VCCO district, the proposed change WILL NOT impact the current use of your property.

NEXT STEPS

The Vandalia City Center Overlay will be given a "Second Reading" at the Vandalia City Council meeting of Monday, May 2. Following the reading, Council may choose to vote on the measure. The meeting starts at 7 p.m. in Council Chambers of the Vandalia Municipal Building, 333 James Bohanan Drive.



- Monday April 4, 2022
- ✓ Monday, April 18, 2022
- Monday, May 2, 2022

Council Study Session Discussion - 6 p.m.

Council Meeting First Reading - 7 p.m.

Council Meeting Second Reading & Vote - 7 p.m.







Variance

1. Variance: Front Yard Setback/527 Goldleaf Avenue - The Applicant, Jerry and Barb Sutter, has requested a variance to allow for the construction of an 8' x 20' front covered porch. The porch, if constructed, would encroach 8' into the required 35' front setback. The Board of Zoning Appeals voted 4-o to recommend approval of the requested variance.

Executive Session - The purpose of the Executive Session is to discuss the possible purchase and sale of real property; and to discuss or consider certain personnel matters.

The May 2 Study Session and City Council Meeting will be a hybrid (in-person & remote) meeting in Council Chambers. The meeting is open to Council, staff, and the public to attend in-person or virtually through Zoom (LINK). The study session will begin at 5:30 pm followed by the City Council Meeting at 7:00 pm.

Please contact me directly with comments and questions.

Very Respectfully,

Dan Wendt City Manager

Attachments:

- Finance Administration Policy 3-9 on Electronic Timekeeping;
- 3-9 Acknowledgement of Receipt of Electronic Timekeeping Policy;
- VBCSD Annual Memorial Program Principal Luebbe;
- 4. My Vandalia Advertisement;
- 5. Shred Day Advertisement;
- Cassel Hills Pool Rate Flier;
- Star Spangled Celebration Flier;
- 8. Vandalia City Center Overlay Notice;
- 9. WSU MPA Capstone Presentation Resident Academy;
- 10. Corporate Challenge Recruitment;
- 11. Fire Division Update Presentation Chief Follick;
- 12. Accelerating Nutrient Pollution Reductions in the Nation's Waters EPA Asst. Administrator Fox;
- 13. Public Works Seasonal Maintainer;
- 14. Flier Community Paint Day; and
- 15. Parks & Recreation Master Plan Survey Flier.

CC:

Board and Commission Members All City Employees





City of Vandalia, Ohio

FINANCE – Administration Policy

3-9 Electronic Time Keeping

3-9.0 Purpose:

This policy establishes a procedure for time keeping and the use of time clocks as it relates to recording and tracking hours worked by non-exempt personnel to ensure full compliance with the Fair Labor Standards Act (FLSA) within departments where electronic time clocks are used. This policy shall apply to FLSA exempt employees where appropriate.

3-9.1 Scope:

The City of Vandalia payroll function is centralized in the Finance Department under the administration of the Finance Director.

This policy applies to all non-exempt personnel working within a Division and/or Department equipped with a computerized time clock management system as designated by the Finance Director.

Exempt employees and other employees shall follow procedures established by the Department of Finance in collaboration with the Human Resources Manager for documenting of time worked within their respective department or division.

3-9.2 Policy:

- A. Official Time: The electronic timekeeping system as designated by the Finance Director and associated records generated by or through the system shall serve as the official recording means of hours worked by employees. All other means of recording time will be replaced by the electronic time keeping system. The records within the electronic timekeeping system are the official records the City will use when calculating hours worked. Any disputes over information within the system shall be addressed immediately with the employee's supervisor (e.g., division manager, superintendent, department director).
- **B.** Corrections to Official Time: Corrections to Official Time may be necessary due to malfunction, unexpected change in work hours, etc. All changes to Official Time shall be documented and logged within the electronic timekeeping system and must be approved by the employee's department director or their supervisory designee.
- **C.** Rounding of Time: The City tracks work time in fifteen (15) minute increments using the 7/8 rounding rule in accordance with FLSA when calculating time. Rounding examples:
 - Clocking-in or clocking-out at 7:53 through 8:07 rounds to 8:00;
 - Clocking-in or clocking-out at 8:08 through 8:22 rounds to 8:15;
 - Clocking-in or clocking-out at 8:23 through 8:37 rounds to 8:30; and
 - Clocking-in or clocking-out at 8:38 through 8:52 rounds to 8:45.

D. Prohibition of employment of minors under the age of 14: Persons under the age of 14 are not eligible for employment at the City of Vandalia.

E. Restrictions on working hours for minors 14 and 15 years of age:

No person under the age of 16 shall be employed:

- 1. during school hours except where specifically permitted by Ohio Revised Code 4109;
- 2. before 7 a.m. or after 9:00 p.m. after June 1st to September 1st or during any school holiday of 5 school days or more; or after 7:00 p.m. at any other time;
- 3. for more than 3 hours a day in any school day;
- 4. for more than 18 hours in any school week;
- 5. for more than 8 hours in any day when school is not in session; and
- 6. for more than 40 hours in any week that school is not in session nor during school hours, unless employment is incidental to bona fide programs of vocational cooperative training, work-study, or other work-oriented programs with the purpose of educating students, and the program meets standards established by the state board of education.

F. Restrictions on working hours for minors 16 and 17 years of age:

No person age 16 or 17 who is required to attend school shall be employed:

- 1. before 7:00 a.m. on any day that school is in session or before 6:00 a.m. if the person was not employed after 8:00 p.m. the previous night; and
- 2. after 11:00 p.m. on any night preceding a day that school is in session.
- G. Daily Clock-in / Clock-out: All non-exempt employees working within a department / division using the electronic timekeeping system shall clock-in at the beginning of their scheduled workday and clock-out at the end of the workday. Under certain conditions (e.g., offsite training, beginning work at a different facility) the employee's supervisor (e.g., division manager, superintendent, department director) or designated administrative personnel may manually set the clock-in or clock-out time for the employee on that particular day [Note: This is meant to be a rare exception and not a normal occurrence.].

All non-exempt employees must clock-in at the beginning of their shift. Unless otherwise approved, employees may not clock-in more than seven (7) minutes before their shift begins.

Under applicable wage and hour laws, employees may not be docked for clocking in up to seven (7) minutes after the beginning of their shift; however, they may be deemed tardy and in violation of workplace rules and subject to discipline. Employees who clock-in after this seven (7) minute period shall be docked pay in fifteen (15) minute intervals and may be subject to discipline. All non-exempt employees must clock-out at the end of their shift. Employees are not permitted to clock-out more than seven (7) minutes past the end of their shift without prior approval. Clocking in more than seven (7) minutes before their regular workday begins or clocking out more than seven (7) minutes after their shift ends without prior approval may result in discipline.

H. Lunch and Other Breaks:

Regularly Scheduled Lunch and Other Breaks: Employees with a regularly scheduled lunch break do not have to clock-in / clock-out as the electronic timekeeping system will automatically deduct that

time depending on the employee's work schedule. From time to time, employees may be requested to work through their lunch to complete a project or task. Supervisors must approve working through lunch and the appropriate administrative staff person or supervisor must manually adjust the time within the system. Employees also do not need to clock-in / clock-out for short breaks unless specified by department or division policy.

Employees Without Regularly Scheduled Lunch or Other Breaks: Employees without a regularly scheduled lunch and / or other breaks shall be required to clock-in / clock-out for each occurrence.

Minor Employees: Employees who are under the age of 18 may not work more than five (5) consecutive hours without a rest period of at least 30 minutes. Employees who are under the age of 18 shall be required to clock-in and clock-out before and after the rest period.

- Falsification and / or Tampering: Any attempt by any employee to tamper with the timekeeping hardware or software will be considered a serious offense, subject to disciplinary action up to and including termination of employment. Clocking-in or clocking-out for another employee (e.g., "buddy punching") will be considered a serious offense, with both employees being subject to disciplinary action up to and including termination of employment. Anyone interfering with another employee's use of time clocks shall be subject to disciplinary action.
- J. Timeclock Fob Assignment: The electronic timekeeping system uses a built-in radio frequency identification system to identify the timeclock fob that is assigned to one specific employee. Employees are not permitted to use any timeclock fob other than the one assigned to them. Employees shall report a lost or missing timeclock fob to their supervisor. Employees shall be charged for the cost of replacement of a lost or missing timeclock fob in accordance with procedures established by the Director of Finance. Employees shall be required to return the assigned timeclock fob to their supervisor prior their final paycheck being processed. Failure to return the timeclock fob to the employee's supervisor will result in the employee being charged for the cost of replacing the timeclock fob from the employee's final paycheck.
- K. Conflicts: Departments / divisions may have more specific procedures for employees to follow as it relates to clocking-in and out. Supervisors are directed to verify changes to record keeping and clock-in / clock-out procedures with the Human Resources Manager prior to implementation. In the event a conflict arises between this policy and a recognized collective bargaining agreement, the procedures / rules agreed to within the agreement shall supersede this policy unless prohibited by law.

3-9.3 Review & Questions:

Employees shall be provided an acknowledgement of receipt and understanding of Finance Administration Policy 3-9 on *Electronic Timekeeping*. Questions regarding this policy should be directed to the Payroll Specialist or Human Resources Manager. # D 1000 City Manager

Date



City of Vandalia, Ohio FINANCE - Administration Policy

3-9 Acknowledgement of Receipt - Electronic Time Keeping Policy

Timeclock Fob Assignment

Employ	ee Name:
Departı	nent / Division:
Timeclo	ck Fob Identification:
	<u>Acknowledgement</u>
Adminis underst question to comp	received and I have read, or have had read to me, a copy of the City of Vandalia's Finance tration Policy 3-9 on <i>Electronic Timekeeping</i> . I have had the opportunity to ask questions and and that I may ask my supervisor, the Payroll Specialist, or the Human Resources Manager any is I have at this time or in the future concerning this policy. I also understand that it is my responsibility by with this policy and that failure to comply with this policy may result in disciplinary action up to and getermination of employment.
	Guidelines for Timeclock Fob Assignment and Use
3 3 3	Do not use any timeclock fob other than the one assigned to you. You are responsible for the timeclock fob that is assigned to you. You are required to report a lost or missing timeclock fob. You will be charged for the cost of replacing a lost or missing timeclock fob in accordance with procedures established by the Director of Finance. Failure to return the timeclock fob to your supervisor will result in you being charged for the cost of replacing the timeclock fob from your final paycheck.
	ee acknowledgement of receipt and understanding of Finance Administration Policy 3-9 on ic Timekeeping:
Employ	ee Name:
Employ	ee Signature: Date:



20 April 2022

For the forty-third year, the students and faculty of Vandalia-Butler High School will present the annual Memorial Program. The event is scheduled for 1:30 pm, <u>20 May 2022</u> in the Butler High School Student Activity Center.

The Memorial is a beautiful and inspiring patriotic event. One of its purposes is to pay homage to those former Butler Township and Vandalia residents who have given their lives in service to our country; therefore, we are inviting their family members as well as honored guests, local dignitaries, and military representatives, to attend the event. In addition, we are inviting any active duty service personnel to join us. If you know of any military personnel who are currently serving, please mention our Program to them and invite them to join us as our honored guests.

We would be proud to have you attend this special event. Preceding the ceremony, we will hold a reception for all guests beginning at 12:30 pm in the Banquet Room. The actual ceremony will begin promptly at 1:30 pm and end approximately at 2:45 pm.

There is no need to RSVP. We appreciate, though, your checking in upon arrival with Mrs. Kathy Baker.

We look forward to seeing you at the program. Guest parking will be in the lot on the south side of the Student Activity Center. Enter through the south SAC doors. You will be in the South Foyer. Turn left heading west until you arrive at the first hallway, then turn left again. The Banquet Room will be on your right.

If you need any additional information, please call or email Mrs. Kathy Baker.

Office: (937) 415-6333

Email: Kathy.Baker@vbcsd.com

Sincerely,

Thomas Luebbe, Principal

Now there's a new and easier way to connect with the City of Vandalia!



Introducing My Vandalia, the fast, easy and free way to connect with the City for just about anything!





Request a "vacation house check."

Report property maintenance issues in an instant.

Report a pothole in seconds! Snap a photo and the app lets us know exactly where to send the crew!

Ask a question or submit a general comment.

It's your direct access line to the City!

Download the My Vandalia app today!







Avoid identity theft and safely dispose of sensitive documents!



The City of Vandalia proudly presents

Shred Day 2022

Friday, May 20 8 a.m. to Noon Vandalia Municipal Building 333 James Bohanan Memorial Drive

Bring your unwanted documents to this drive-up paper shredding event! Unwanted documents may include old tax returns, processed checks, loan documents, financial reports and papers that might include Social Security or credit card account numbers. There is NO NEED to remove paper clips, staples, rubber bands or folders. All paper collected will be recycled.





FREE FOR ALL VANDALIA RESIDENTS!





Cassel Hills Swimming Pool



2022 Hours of Operation

May 28 - Aug 14	11:30am - 7:30pm
Aug 20, 21, 27, 28, Sep 3,	4 11:30am - 7:30pm
Sep 5	11:30am - 5:00pm
	(Soggy Doggy 6-8pm)

SWIM MEETS

Pool will close at 4:30 pm for swim meets on June 16, 23, 30.

If needed, July make-up swim meets will be announced when determined.

No Smoking/Vaping except for designated area outside pool grounds.



Daily Admission Rates

Age 4 years & under: FREE Age 5 - 61 years : \$5 Age 62 years plus: \$4

New for 2022!

Concessions provided by Kona Ice!



Pass sales start April 15 at the VRC!

Proof of residency is required at the time of purchase. There will be a limited number of nonresident passes available.

	Resident &	Resident &	Non-Resident &	Non-Resident &
	<u>VRC Member</u>	Non-VRC Member	<u>VRC Member</u>	Non-VRC Member
Family	\$120	\$135	\$160	\$ 175
Dual	\$105	\$120	\$145	\$160
Youth (5 - 17)	\$60	\$65	\$90	\$95
Adult (18 - 61)	\$80	\$85	\$110	\$115
Senior (62 plus)	\$70	\$75	\$100	\$105

Member includes VRC annual and VRC 3 month memberships.

Families of more than 6 will be charged an additional \$15 per individual in the same household (Max 10).

Dual Pass consists of any two people residing in the same household, providing proof.

Babysitter Pass available with membership for an additional \$15/babysitter. Babysitter must be 16 years of age. Pass key FOB's will not be issued without an updated photo!



Phone: 937-552-2200

Download the free app to see the status of the pool! Look up the informational flyer for the app via the VRC website.





Proudly

Presents

Star-Spangled Celebration



Fun! Food! Music!

Fireworks @ 10 pm

Sunday, July 3 - 7-10 p.m. Vandalia Sports Complex

Music by The Tyler Cochrane Trio!



Sponsored by:









With additional support from





What's next for the proposed Vandalia City Center Overlay?

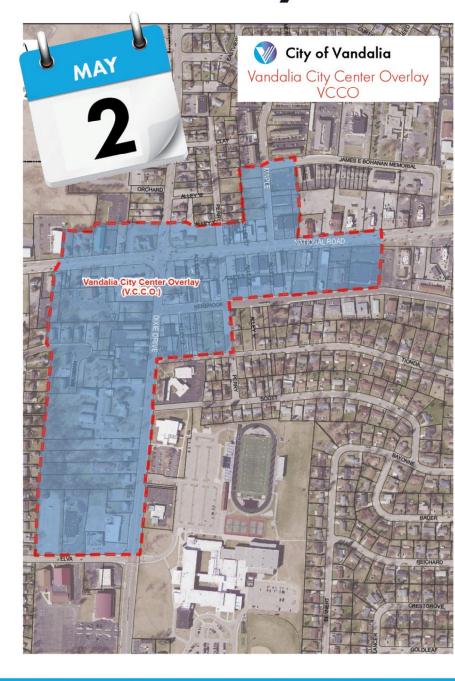
The Vandalia City Center Overlay (VCCO) is a proposed change to the City's zoning map that would serve to guide future development and redevelopment. The establishment of an overlay district is an initial step in the 2020 Vision Vandalia Comprehensive Plan.

The 2020 Vision Vandalia Plan re-imagines Downtown Vandalia along Dixie Drive as a mixed-use district of retail, restaurants, office, open space, with a variety of housing options and interconnected spaces for gathering.

If you own a property inside the VCCO district, the proposed change WILL NOT impact the current use of your property.

NEXT STEPS

The Vandalia City Center Overlay will be given a "Second Reading" at the Vandalia City Council meeting of Monday, May 2. Following the reading, Council may choose to vote on the measure. The meeting starts at 7 p.m. in Council Chambers of the Vandalia Municipal Building, 333 James Bohanan Drive.



Monday April 4, 2022

✓ Monday, April 18, 2022

Monday, May 2, 2022

Council Study Session Discussion - 6 p.m.

Council Meeting First Reading - 7 p.m.

Council Meeting Second Reading & Vote - 7 p.m.





City of Vandalia Resident Academy

Program Development and Operating Guidelines

Authors:

Elisheba Hawkins Jacqueline Tyler Elizabeth Cates

HELLO!



Elisheba HawkinsGraduating with an MPA



Jacqueline Tyler
Graduating with an MPA
and a GIS certificate



Elizabeth CatesGraduating with an MPA

1

Background

Community Engagement through Civic Education

Purpose

Objectives



Civic Education

- Improved understanding of structures
- Better informed public policy and processes
- Ability to leverage this knowledge into action.

Purpose

Create a unique educational and personal experience through open communication with government officials and departments.

Objectives

Increased Resident:

- Exposure
- Knowledge
- Awareness
- Appreciation

(Arensdorf & Brundgardt, 2017)

Resident engagement fosters a greater sense of belonging and ownership.

The Ripple Foundation, 2018

2

Theoretical Goals

Community Engagement

Civic Knowledge and Citizen Efficacy

Equity and Inclusion



THEORETICAL GOALS

Engagement

Government and resident face-to-face interactions help achieve the buy-in of community members in sharing the government's values.

Civic Knowledge

These values lead to strategies that can be used to develop civic knowledge and improve the skills of the residents leading to actionable outcomes.

(Costandius et al., 2014)

Equity & Inclusion

A city should make participation decisions with the goal of including a broad cross-section of the area's demographics.

3

Interviews: Vandalia

-inance Fir

IT Public Works

Police Parks and Recreation



Interviews: City of Vandalia Key Takeaways

Best things about the City

- Amenities
- Travel /Location
- Affordability
- School System
- Large town that has retained small-town vibe
- Transparency

Complaints

- Mostly situational
- Residents reporting each other
- Speeding while on call

Evaluation Tools

- Surveys
- Feedback Forms

Perspective

Dismantling misperceptions

Departmental Strength

- Education, Audits, Awards
- Community Policing
- Efficiency
- Diverse program offerings
- Customer service oriented

Major Issues

- Increased Commercial Traffic
- Financial hardship
- Perception of Criminal Element
- Aging Infrastructure
- Downtown

Potential Roadblocks

- Attendance
- Disseminating information

4

Interviews: Cities with Existing Academies

Montgomery, OH

Xenia, OH

Loveland, OH

Newnan, GA

Wanted to inspire a community feel amongst residents



10,000 residents
10 years in operation
25 residents attend annually
\$99 fee
10 sessions/ 2 hours each
Marketing
Amy Frederick, Community
Engagement Coordinator

Dismantle negative perception and dispel rumors
Desired to create a more transparent environment



26,000 residents
Operating since 2018
24 residents attend on average
Free to residents
7 sessions, varying meeting times
Mix of in class/field trip sessions

Jared Holloway, Assistant City Manager



GEORGIA

40,000 residents
10 - 15 years in operation
Average attendance rate 12-20
residents
Will hold sessions over 8-9 months
Application process
Attendance

Attendance
Marketing
Hasco Craver, Assistant City Manager

Designed to make the public more aware of what the city provides and to recruit residents to boards/commissions



13,000 residents
Operating since 2019
\$99 fee to participate
Attendance
10 hands on sessions
Marketing/Evaluation Tool
post session
Rays Kingsbury, retired

Wanted to find a creative way to deal with land use issues and create meaningful dialogue with residents

5

Case Studies

Troy, Ml Xenia, Ol

Hickory, NC Montgomery, OF

Case Studies

Sarasota, FL

- Desired to build partnerships
- Developed curriculum by attending other academies throughout the state of Florida

Newnan, GA

- 6 sessions over 9 months
- High conversion rate

Xenia, OH

- 6 sessions over 7 days
- Offered am and pm daily

Troy, MI

- In operation for over 20 years
- Seeks a fair and diverse attendee representation

Hickory, NC

- Residents attend city council meetings
- Residents provide written reports per session

ROI **Diversity Attendance Tenure** Feedback **Flexibility**

Social Interaction

6

Recommendations

Equity/Accessibility Evaluatior

Academy Length Feedback

Pedagogy Completion of Program

"The program should not be designed to simply inform residents, but to involve them."





Recommendations (Equity/Accessibility)

- The city should consider equity and accessibility in the recruitment of participants
 - a. First-Come First-Served
 - b. Class Size (12 and 25 residents per academy)
- Build better relationships with residents by giving a behind-the-scenes look into their local government.
- Positive increase:
 - a. Volunteerism
 - b. Residents running for elected positions
 - c. Serving on city council or other local boards
 - d. Sharing their new found information with their friends and neighbors.



Recommendations (Academy Length)

- Academy length should range from 6-13 sessions; based on Vandalia's operations we recommend 7 sessions.
 - a. Offer evening time slots during the week, typically 5:30-8 or 6-8:30 PM.
 - b. Mondays, Wednesdays, or Thursdays are most common.
 - c. Frequency is every 1 to 4 weeks with most offered weekly



Recommendations (Pedagogy)

- Pedagogy should take an interactive approach.
 - a. Offer Workshops and Hands-On Activities
 - b. Keep Speaker Presentations short
 - c. Go Outside Offer Field Trips to Special Sites

Appendix: G. Session Schedule Template

Session Title or Department

Full Address of Location

Session: Name

Date: MM/DD/YYYY

Host: Point of Contact/Host

Please bring: Comfortable Shoes



Arrival Instructions: Arrive between 5:45 and 6:00. Park in the Rear Parking Lot and enter the Rear Entrance of the building. Conference Room will be on the left.

6:00 - 6:40	Activity or Presenting Department	Location

Topic 1 | Presenter

Topic 2 | Presenter

Topic 3 | Presenter

6:40 – 6:50 Break Location

6:50 – 7:30 Activity or Presenting Department Location

Topic 1 | Presenter

Topic 2 | Presenter

Topic 3 | Presenter

7:30 – 7:40 Break Location

7:40 – 8:20 Activity Location

Topic 1 | Presenter

8:20 – 8:30 Question & Answer | Evaluation Location

Topic 1 | Presenter

Additional Instructions:

Use this section for additional instructions, comments, or directions. You may wish to include any notes about the location of restrooms, refreshments, or required attire here, as well. (e.g., "Dress for the weather," or "Snacks Provided")



Recommendations (Evaluation Tools/Feedback)

- Evaluation tools should be used for session and post program feedback
 - Encourage feedback at each session make small changes if needed
- Participant feedback should be considered in any future modifications to program offerings
 - a. Review all Feedback Forms (per topic)
 - b. Review all Program Evaluation Forms (overall program)
 - c. Identify any consistencies in responses
 - d. Debrief with Department Hosts What went well? What not so well?
 - e. Plan changes accordingly

LET'S CELEBRATE!

- Celebrate the accomplishments of the attendees
 - a. Certificate of Completion
 - b. Completion of the program should be celebrated through a public event.



Any Questions?

You can contact us at: hawkins.76@wright.edu, tyler.58@wright.edu, elizabeth.cates@wright.edu

Be a part of Corporate Challenge 2022!



Van Damme

Corporate Challenge 2022 is the week of June 5 - 10! This is the week when <u>your</u> Team Vandalia competes against other local businesses in a series of athletic and not-so-athletic events!

It's a great way to enjoy the great outdoors, connect with fellow employees, and have some fun!

And this year we're doing something a little extra to encourage employee participation. Take a look at the professionally designed graphic below. What do you see? Yep... that's exactly right... it's a full week of Jeans!

With supervisor approval, every participating Corporate Challenge athlete will be permitted to wear jeans the entire week of the challenge! Five days of dungarees! A full forty hours of denim!

June, 2022 5 6 7 8 9 10 10 11 Gene Simmons Gene Hackman Gene Kelly Gene Rayburn Jean Clause

What are the events?

Please take a moment to look through the events of the 2022 Corporate Challenge and consider signing up for one, two or 7 events!

Sunday, June 5	Sand Volleyball	(3 male and 3 female)	2:00 - 7:00 p.m.	Sports Complex
	Minute To Win It	(3 male and 3 female)	2:30 - 5:00 p.m.	Sports Complex
Monday, June 6	Football Pass, Punt and Kick	(Up to 3 male and 3 female)	6:00 p.m.	Helke Park
	Frisbee Relay	(3 male and 3 female)	7:00 p.m.	Helke Park
	Frisbee Toss-N-Tuck	(3 people)	7:30 p.m.	Helke Park
Tuesday, June 7	Basketball Hot Shot Basketball 21 Soccer Goal Shot Soccer Quick Pass	(3 male and 3 female) (2 male and 2 female) (2 male and 2 female) (1 male and 1 female)	6:00 p.m. 6:30 p.m. 7:00 p.m. 7:00 p.m.	Rec Center Rec Center Sports Complex Sports Complex
Wednesday, June 8	Softball Longest Drive	(2 male and 2 female)	6:00 or 7:00 p.m.	Sports Complex
	Golf Closest to the Pin	(2 male and 2 female)	6:00 or 7:00 p.m.	Sports Complex
Thursday, June 9	Euchre	(2 players)	6:00 p.m.	Helke Park
	Cornhole	(2 male and 2 female)	6:00 p.m.	Helke Park
Friday, June 10	Jigsaw Puzzle	(Up to 8 players)	6:00 p.m.	Sports Complex
	Team Trivia	(Entire Team)	7:00 p.m.	Sports Complex

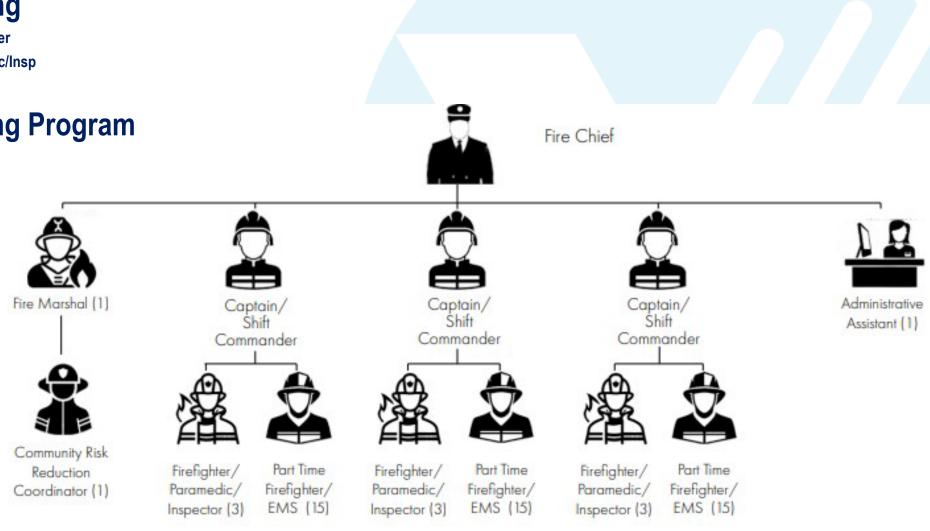




DIVISION OF FIRE UPDATE

Current Staffing

- Daily Staffing
 - Shift Commander
 - (3) FT Fire/Medic/Insp
 - (5) PT Fire/EMS
- Joint Staffing Program





DIVISION OF FIRE'S COMMITMENT



SMALL CITY BIG OPPORTUNITY

Be known regionally as a top-tier suburb through top tier City services.

Improve life in Vandalia.

Fire/EMS Services Value Add.



SAFE & SECURE

Ensure Vandalia remains a safe and secure community by investing in both traditional public safety operations and creative outreach efforts to meet the evolving needs of our residents & visitors.



SHARPEN THE SAW

Commit to process improvements by purposefully refining practices and leveraging technology to improve internal & external customer service.



FISCAL SUSTAINABILITY

Leverage the operating position to seize strategic opportunities for improving quality of life, while maintaining sustainable fiscal practices



GOALS FOR 2022





- Recruiting & Retention
- First Tier Training
- Improve Visibility in Schools
- Community Risk Analysis (CRA)
 - Grant to perform
- Leverage Technology
 - New Data Management Software
 - Roll Out New TICS
 - Improve/Enhance Training
- Ladder In-Service







MONTGOMERY COUNTY FIRE CHIEF'S FIREFIGHTERS OF THE YEAR



- Mobile Vaccination Team
- 100+ Vaccinations Provided
- Still providing today
- First Department in Region to have MVT
- Model for the county
- Model for the county policies and procedures
- Strong Medical Direction



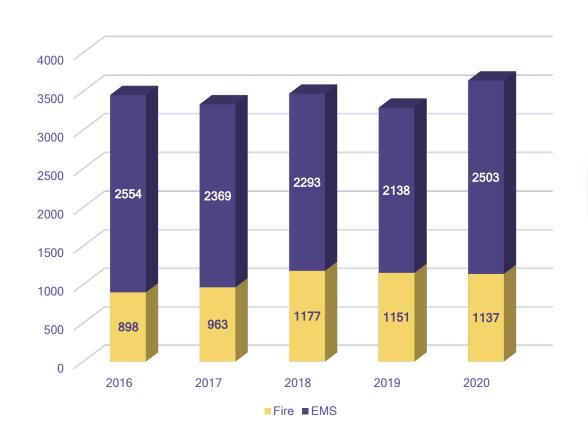
PUBLIC PROTECTION CLASSIFICATION PROGRAM (ISO)



- Vandalia ISO 3/3X (2015)
- ISO 3-only about 3644, top 15% in country
- ISO 3-221 in Ohio, top 22% in Ohio
- Continue to work to maintain, improve (2/2x)
 - Will be helpful with economic development moving forward.



CALLS FOR SERVICE (CFS)



- Calls for service continue to increase.
 - Up 10% from 2019-2021
- EMS calls for service 70%
- Subtle increases in fire responses x5 yrs.
- 31% overlapping CFS



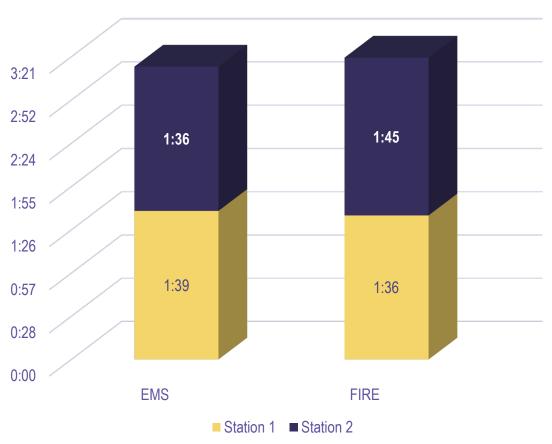
RESPONSE TIMES

- Definition of Response Time
 - Call handling
 - Turnout Time
 - Total Response Time
- Strategic Planning Goal (5:30)
 - National Standards
- What are we doing to reduce times.
 - Not Driving Faster!
 - Preemption





TURNOUT TIMES

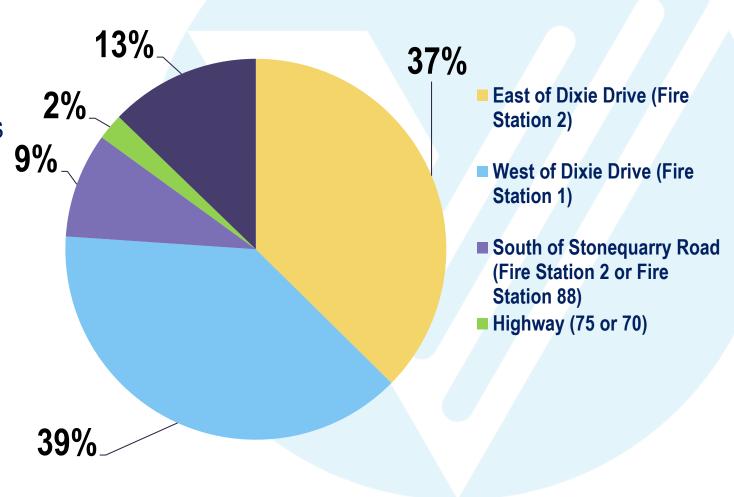


- Turnout time defined
- NFPA Target Times
 - 60 Seconds EMS
 - 80 Seconds Fire
- What are we doing to improve
 - Timers in Stations
 - Competitive Shift vs. Shift
 - "Sense of Urgency"



WHERE'S & WHEN'S

- East & West
 - Effect on response times
- Busiest times of day
 - 7a-7p (63%)
- Overlapping CFS (31%)
 - Two Fire Stations
 - Joint Response Plan

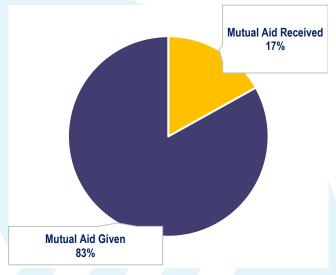


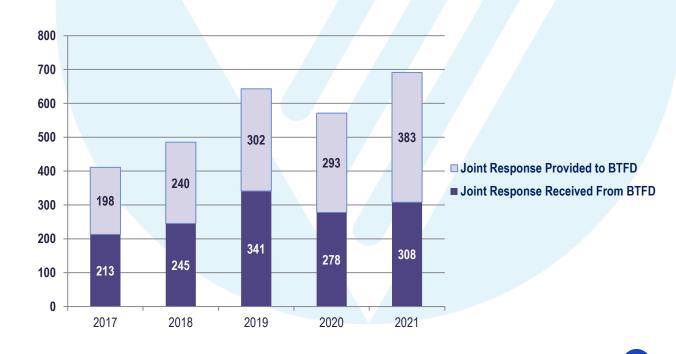


MUTUAL AID

- Mutual Aid key to deployment strategy
 - NFPA Best Practice (1710)
 - 15 firefighters to house fire
 - 28 firefighters to apartment fire
 - 43 firefighters to commercial
- Butler Twp. relationship continues to be positive.









FIRE OPERATIONS

- Fires in 2021 (23 dollar loss)
 - Average 4% total call volume (increase)
- Dollar Loss north of \$1,000,000 (highest in 5 yrs.)
 - 3 Residential Fire Losses
 - 1 Significant Commercial Fire Loss
 - Auto Fires Losses Add Up
- Fire Factors
 - Residential Cooking & Discarded Smoking Materials
 - Commercial Failure Equipment (Maintenance)
 - Messaging
- Customer Service & Fire Alarms larger % of call volume.
 - "Smells & Bells" calls
 - Automatic Fire Alarms (Smoke/CO Detectors)
- Two civilian casualties in 2021 (no FF)











EMS OPERATIONS



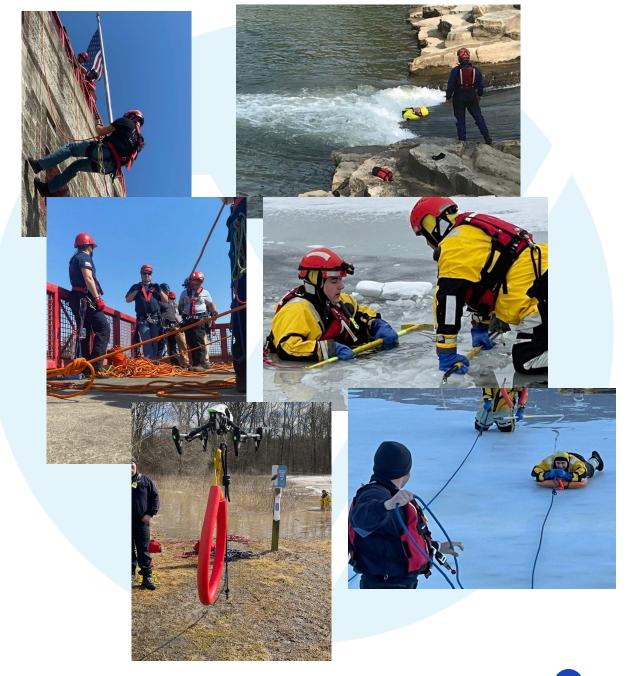
- 70% of call volume
 - Average 10 EMS calls/day
 - Average EMS call takes EMS unit & crew out of service for 1 ¼ hours.
- 50-70 years of age largest consumer
 - 53 yrs. average patients age
 - Slightly more men than women (close)
- Top 5 Calls for Service (EMS):
 - General Illness
 - Respiratory
 - Trauma,
 - DLOC
 - Cardiac
- Transports down last year (COVID?)
- Revenue flat @ ½ million
 - 76% patients transported
 - Billed \$1,623,687
 - Write off \$1,061,675
 - Average transport billed (\$933)
 - Average collection (\$300)



SPECIAL OPERATIONS

- 45 CFS in 2021
 - Hazmat, Extrication, Elevator Rescues, & Water Call Out
- Drone Calls Outs 2021
 - 19
 - Lost persons, Police Assists, Water Rescue, Fires
 - Deployed during Airshow Parade & 4th July.
- Specialized Training Focus in 2021
 - Fast Water Technician
 - Rope Technician
 - Ice Rescue





COMMUNITY RISK REDUCTION









- Target Hazards Only in 2022
- New construction taking up all of the time and efforts
- Increase in fire losses over 3 years.
- Commercial fire losses over
- Brycer Implementation

Community Outreach

- COVID Impact
 - 100 hours in 2021 (700-800 average)
 - 1500 contacts (7500-8000 average)
- Firefighters of the Year (2021)





- Expanding Service Delivery Demands
- Stable Staffing & Deployment Model
 - Maintaining ISO Rating
 - Implementing Best Industry Practices
- Command Structure & Supervision
- First Tier Training
- Fire Prevention Work Load
- Supply Chain & Future Fleet Decisions



ECONOMIC DEVELOPMENT







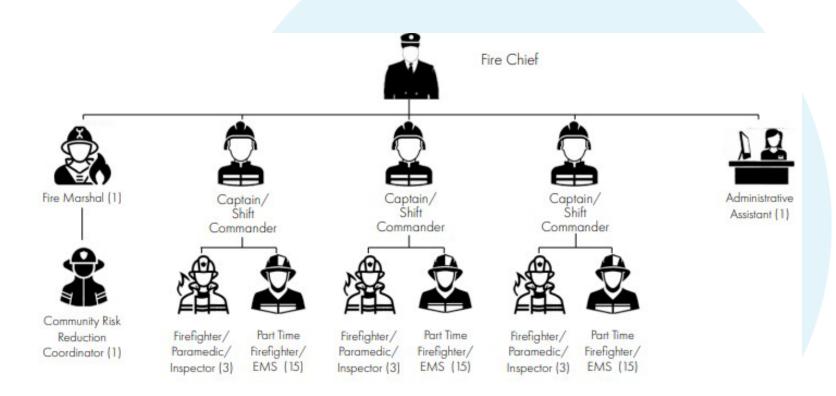


- 1.1 million sq' construction in 2022
- Several million sq' possible in future
- Manufacturing/Storage hazardous of materials
 - Traffic (truck)
- Residential Developments
 - Assisted Living
- Comprehensive Plan
 - Multiple story developments



Current Staffing

- Daily Staffing
 - Shift Commander
 - (3) FT Fire/Medic/Insp
 - (5) PT Fire/EMS
- Desired Daily Staffing
 - 5-6 FT Fire/Medic/Insp
 - 4 PT Fire/EMS
 - Peak Staffing Positions
 - Minimum Staffing Level
- Joint Staffing Program
 - Loss of 88's
 - Coverage South

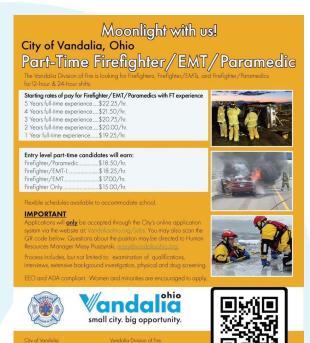




STAFFING & DEPLOYMENT



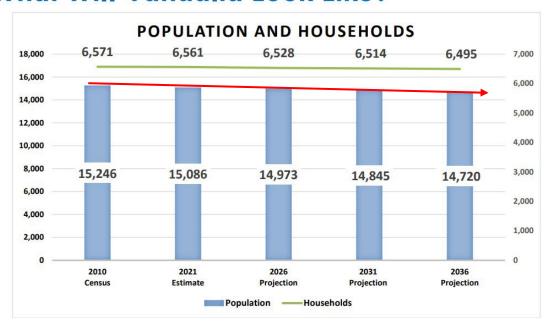
- Staffing to meet demand
 - Population Projections (next slide)
 - Amount of Development & Historical Call Data
 - Meet Best Practices (NFPA guidelines)
- Full-time supplemented by part-time
 - Delivering minimum staffing levels
 - Staffing at least one firefighting vehicle more consistently
 - Staffing reserve EMS Unit (revenue)
 - Reduce the number of daily part-time positions
- Part-time program sustainability
 - 15 openings/year
 - 8.5 spots filled/year
 - Average length of stay PT employee 7.5 months
- New Posting (Hoping for Success)
 - Targeting "moonlighters"
 - Changed Pay Scale
 - Still Transient Positions





VANDALIA PAST PRESENT & FUTURE

What Will Vandalia Look Like?

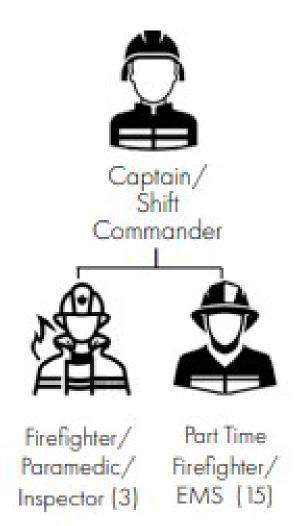


Note: Data from Pros Consulting and Park Master Planning Process & US Census

- Population Decreasing BUT?:
- Daytime Population Increasing
 - Development
 - Inflow (9976) Outflow (5928)
 - Busiest timeframe for VFD 07a-7p
- Housing Developments
 - Under Construction Now
 - Assisting Living Developments
 - Comprehensive Plan
- Aging Population
 - 35-54yrs. (52 average EMS patient)
 - 18-34yrs.



SUPERVISION



- Span of Control
 - Other Fire Department Structures in our RMG
 - Station 2
 - 10 w/peak position?
 - Flaws in FFIC
- Risk Manager at Company Level
 - Driving
 - Injury Prevention
 - Fire Ground Safety
- Need Assistant Coach
 - Mentor
- Crew level trouble shooter
- Open line of communications
- Consistent Messaging (Training)

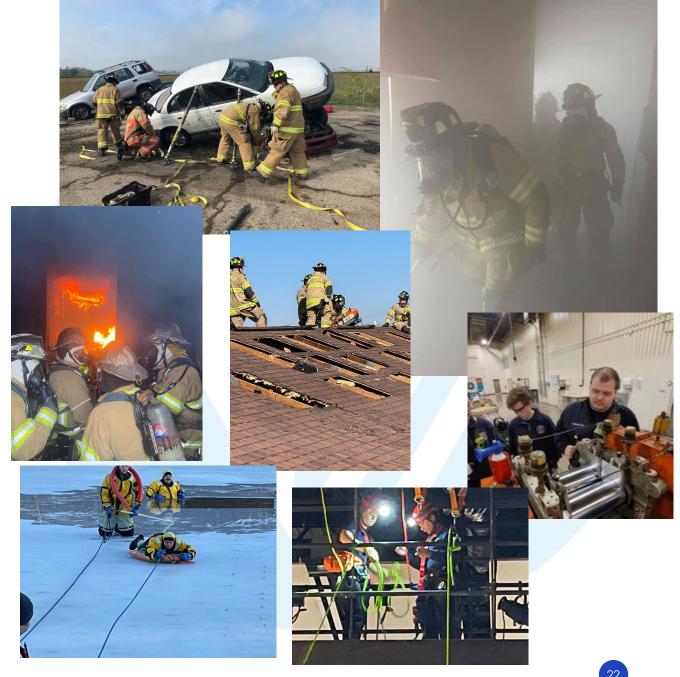


FIRST TIER TRAINING

- Continuing Education Requirements
 - 40-80 hrs. EMT/Paramedic
 - 6 hrs. (24 hrs. teaching) EMS Instructor
 - 54 hrs. Firefighter
 - 24 hrs. Fire Inspector
 - 24 hrs. Fire Instructor
- Change in Training Philosophy
- Recruiting & Retention Tool
- Complexity of current & future problems.
 - Planes, Trains, Automobiles, Hazmat
- Staffing Model Drives Training
- Training Platform (Facilities)







FIRE PREVENTION WORKLOAD



New Construction

- Early Consulations
- Plan Review (Revisions)
- Site Visits
- Inspections & Follow-ups

Work without permits

- Extensive consultations
- Plan Reviews
- Permit Inspections
- Enforcement

Complaints & Referrals

- Fire Crews
- Police, Housing, DES Inspectors
- Customers
- Annual Fire Safety Inspection
- Staffing Model
 - Fire Marshal
 - CRR
 - Part-time Inspector
 - FT FF/Medic/Inspectors (why this doesn't always work)
- Brycer & Self Inspections



QUESTIONS



Public Works Seasonal Maintainer

City of Vandalia, Ohio

The City of Vandalia is accepting applications for Seasonal Employees to join the Public Works Team.

Candidates must be at least 18 and have a valid state of Ohio driver's license. Those with demonstrated successful experience in landscaping, light construction work and/or heavy equipment operation will be given first consideration.

Positions are seasonal, an average of about 30-40 hours per week, and the chosen candidates must be available to work 7:00 a.m. – 3:30 p.m. with the possibility of weekends during special events.

The hourly pay is \$15.00. As a seasonal employee, you will be able to contribute to the Ohio Public Employees Retirement System. This opportunity is ideal for a college student, retiree or as a supplement to another flexible part-time job.

Interviews will be conducted as well as an extensive background investigation and drug testing. Applications will only be accepted through the City's online application system via the website at: vandaliaohio.org/jobs.

The City of Vandalia is an equal opportunity employer and ADA compliant.













City of Vandalia Municipal Building 333 James Bohanan Memorial Drive Vandalia, Ohio 45377









Community Paint Day is Saturday, May 14!



We're very excited to share details on the City of Vandalia's very first public mural! We believe public art should be fun, engaging and inclusive.

Weather permitting, local artist Tiffany Clark will begin this weekend painting a mural on the side of the building located at 115 E. National Road.

The mural was selected by the Vandalia Arts Council after a process that included many design ideas. This design pays homage to Vandalia's distinction of being the very first "Bee City, USA" in the State of Ohio.

Tiffany has made it her mission to create colorful visual public growth and help others make their mark in their city through paint.

Get Involved!

On Saturday, May 14, from 10 a.m. to 1 p.m. the public is invited to grab a brush and help paint Vandalia's first mural.

Artists of every skill level are invited to help make this mural a genuine community focal point. Children must be accompanied by an adult.

This mural is made possible by a grant from Culture Works and is being supported by Vandalia Rental who is donating use of a lift. Additional support provided by the Vandalia Arts Council.







Here's a sneak peek at one small portion of the design artist Tiffany Clark will be painting onto the side of the building at 115 E. National Road.

Community Paint Day Saturday, May 14 10 a.m. to 1 p.m.

Vandalia Downtown Mural Project

Location: 115 E. National Road

Cost: \$10,000

Funding: \$4,250 Culture Works Grant
Design: Created by Tiffany Clark

Approved by the Vandalia Arts Council



Coming soon: Parks and Recreation Master Plan Survey



Vandalia Mayor Richard Herbst





Vandalia Parks and Recreation is in the process of creating a parks master plan that City Council will use to inform decisions for many years to come.

A major component of the plan is a survey that will be sent to 2,500 households in the City of Vandalia.

Please watch your mailbox for this important survey.

If you receive one, please fill it out and send it back in the pre-paid envelope included with the survey.

Your input is vital as we determine the future of our Parks and Recreation Department in the years to come.

If your family is not selected to take this survey, we will have an online survey option available for you a little later this summer.

Thank you for helping us to keep Vandalia's City parks among the best in the Dayton region.

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Why fill out out the survey?

- Help us guide future Parks and Recreation priorities.
- Help us direct toxpoyer money where it is most needed.
- Help us identify important programming needs in the future.
- Free day pass to VRC for you and your family.